

PERRY COOK MEMORIAL LIBRARY

BOARD OF TRUSTEES MEETING

OCTOBER 12, 2020

Library Director Patricia Dollisch Fiscal Officer Kile Byington President Dave Oates
Vice President Deb Statler Secretary Mary Roush Board Members
 AB Chris Coe AB Amanda Young Paul Sipes Julie Rhea

MINUTES: The meeting was called to order by Dave Oates at 7:00 p.m. The library director, fiscal officer, president and board members excluding Chris Coe and Amanda Young were in attendance. The minutes from the September 18, 2020 meeting were read. Mary questioned a statement added to the minutes by the Director since Amanda Young was not in attendance to verify the statement (this was regarding executive session information at the August 11, 2020 meeting). Discussion took place. A minor correction of a date was needed. Mary made a motion to accept the minutes with the date correction. Deb seconded. All agreed.

PATRICIA: IAP Companies was here to spec out three (3) different possible projects. This is a company that helps to oversee projects and see them through from beginning to conclusion. They normally charge an 8 to 10% fee for doing this. Those projects are a kitchenette for the community room, LED lighting/fans or a sink in the children's area. Patricia noted that the sink in the children's area would be difficult due to the need to move water and sewer lines. The project needs to be decided on and underway soon as the grant funding for this is only valid until December 31, 2020. Mary asked if the 8 to 10 % fee charged by the company was also covered under the grant money. Kile said that she would check into this and report back to the board. Patricia is not available, and the library will not be open during trick or treat but Lisa Timmons has graciously offered to pass out candy bags on behalf of the library.

Patricia read thank you cards from the following: Janet Oates for the retirement gifts, Chris Coe for the get-well flowers, Mrs. Douglas (3rd grade teacher at Northmor) had some good comments for A2Z and the Little Learners program. She also read a card from Harvesting Memories 4H club that generously donated the mums located in front of the library. Regarding the Amish school outreach, Patricia indicated that she spoke with David Borntrager. He will talk with the teachers during their next meeting and get back with Patricia about books going to the schools. She gave information about area libraries and their current hours. Perry Cook is open 51 hours per week while Cardington is open 37 ½, Selover is at 36 and Mount Gilead is not known at this time.

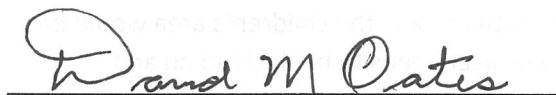
KILE: The September budget is balanced. 3rd quarter is looking good expense wise. She will be working on the 2021 budget for the next four (4) to five (5) weeks. Finances are much better than expected and the libraries overall are receiving more monies than what was anticipated. Payroll is down 32-36% but will go up with two (2) people being hired. There are no current open positions. Julie made a motion to accept the financial report and pay the bills. Deb seconded it. All agreed.

OLD BUSINESS: No old business

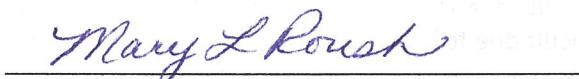
NEW BUSINESS: Chris' position expires December 31st. We will need a new board member starting January 1, 2021. Patricia will post the position and let the school board know as well. She passed out information about open meetings and executive sessions. She indicated that she had contacted the Ohio Library Council regarding the August 11, 2020 meeting and how the executive session took place. Jay Smith, Director of Government and Legal Services thought we were okay and nothing to worry about in how things were handled this time. She indicated that if board members get time it would be helpful to review the Sunshine Laws for meetings and that we will get better at this as we go and learn together. Kile mentioned that there is a free online training from the Attorney General for Sunshine Laws if anyone would be interested in taking it. She is required to do this annually. Patricia mentioned to Mary that in the future if an executive session were to take place, there is specific wording that must be done for the meeting minutes and that she could help with this.

CONSENT RESOLUTIONS: A motion for consent resolutions for \$12.36 was made by Mary and seconded by Deb. All agreed.

Mary made a motion to adjourn the meeting. Deb seconded. All agreed. Meeting adjourned at 8:18 p.m.



Board President



Board Secretary